

**FRIDAY**  
**18 JULY, 1997**

JUNE 1997							JULY 1997							AUGUST 1997						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	6	7	8	9	10	11	12	3	4	5	6	7	8	9
8	9	10	11	12	13	14	13	14	15	16	17	18	19	10	11	12	13	14	15	16
15	16	17	18	19	20	21	20	21	22	23	24	25	26	17	18	19	20	21	22	23
22	23	24	25	26	27	28	27	28	29	30	31			24	25	26	27	28	29	30
29	30																			

166 Days Left

**APPOINTMENTS & SCHEDULED EVENTS**

**TO BE DONE TODAY (ACTION LIST)**

- 1 Ramp up plan
- 2 Skypage invoices
- 3 First card Statements
- 4 DEAS stuff
- 5 Invention
- 6 New Hire Capabilities chart
- 7 EDI MESSUC
- 8 Dental appt
- 9 Eye doctor
- 10 Follow up Fed task force
- 11 Minnesota visit
- 12 Certsoft diskettes
- 13 EPT EDI write up
- 14 T, Town, St Is, Hartford, Albany
- 15 Marketing targets
- 16 Laptop Battery
- 17 Frequent flyer tickets
- 18 Headset

HOURS	NAME • PLACE • SUBJECT
7	
8	
9	
10	
11	
12	Lunch w/ Hollis / ADWA
1	
2	
3	Conf call - Carthage Gap
4	
5	
6	
7	
8	
9	
10	

**PHONE CALLS**

- 1 DIK PROTER
- 2 De Pollack
- 3 Johnny
- 4 Karen Carlson
- 5 Ed Roy

**EXPENSE & REIMBURSEMENT RECORD**

COAT-TIMERS, Inc. ALLENTOWN, PA 18135-1351

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